



Waimauku School

Minutes of the Waimauku School Board of Trustees Meeting Wednesday 18 June 2025

Board meetings are open to the public, they are not public meetings. Members of the public (and this includes members of the school staff) are not entitled to speak unless granted a speaking right. While a speaking right is granted by the chairperson, the authority to grant that right is delegated by the Board. A member of the public should only speak for a few minutes at the beginning of the meeting to an item that is already on the agenda. They should not be taking part in any discussion on that agenda when it occurs unless invited to offer an opinion at the time.

Welcome

The meeting opened at 6:00pm.

Present

Anita Newland, Craig Harrison (Acting Presiding Member), Finn Scott, Laura Preston, Angela Searle

Apologies

Gary Pasfield, Nigel Perkins, Skaya Hudson.

Approval of Previous BOT Minutes

Motion: Thomas/Laura
Passed

Principal's Report

The Principal's Report as issued earlier was presented and taken as read.

Financial Report

Monthly Reports

The Finance and Audit Subcommittee met this week to review in detail all the financial statements and operational reports.

The financial summary reports as issued earlier were presented and taken as read.

Motion: "That the monthly management accounts for May be accepted"
Anita/Laura
Passed

Anita briefed the Board on a funding proposal for kapa haka piupiu noting:

- Quotes are being requested for 22 piupiu for the kapa haka roopu.
- Piupiu are an artisan item which if looked after can last 20 or more years, however this makes them expensive. \$14,000 is the indicative cost for 22 piupiu at this point.
- Nicky Osmond is pursuing funding from Pub Charity for a proportion of the cost, but the school would need to fund 20-25% of the total cost to get the funding application over the line.
- The Kaipara Festival will generate revenue which can contribute to the piupiu cost if needed.

Motion: *"That if the Pub Charity funding application for piupiu is approved that the school will fund the remaining 25% of the cost up to a maximum of \$4,000."*
Craig/Laura
Passed

2024 Final Accounts

The Board noted that the 2024 Annual Report and Final Accounts and the Letter of Representation to our auditors, UHY Haines Norton, were signed by Anita and Nigel on 23 May 2025. The unqualified audit report was signed by UHY Haines Norton on 29 May 2025.

Motion: *"That the audited financial accounts for the year ended 31 December 2024 be accepted"*
Anita/Craig
Passed

Anita noted that the Presiding Member and the Financial Sub-Committee had reviewed the Management Letter from the auditors UHY Haines Norton. The 2024 Full Annual Report is available on the school website as per MOE requirements and was submitted to the Ministry of Education before the 31 May 2025 deadline.

Staff Report

Craig presented Skaya's report to the Board, noting the following points:

- Staff thanked Anita for the seamless transition whilst Gary was on leave
- Staff were preparing report packs for the last day of term, which will include absence data, a contact detail check and information about the new curriculum and how it is assessed.
- School has been busy with Matariki week and science week will follow next.
- Skaya will address staff at the Friday meeting about the board staff representative and the upcoming election.

Whānau Report

Thomas noted that the next whānau hui will be held on 17 July and the main agenda item is Kaipara Festival planning. Invitations to the hui will be sent next week, Thomas asked for assistance from Board members at the Kaipara Festival.

In Committee

7:15pm

Motion: *"That the Board move to In Committee"*
Finn/Craig
Passed

7:30pm

Motion: *"That the Board move to the normal meeting"*
Finn/Craig
Passed

Meeting Closed: 7:40pm

Dates of Future Meetings:

Full Board Meeting: Wednesday 30 July at 6pm

Presiding Member’s Signature: _____

Date: _____

Action Point Register

Action	Date	Member Responsible	Completed
Arrange Curriculum Leaders to report in regularly with status updates, direction and goals.	12/06/24	Gary	